

**DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE  
MINUTES  
September 19, 2016**

The Dodge County Planning, Development and Parks Committee met on September 19, 2016 at 7:00 p.m. on the 1<sup>st</sup> Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Tom Schaefer, Allen Behl, William Muche and Joseph Marsik. Members excused were Janice Bobholz. The staff present at the request of the Chairman were Bill Ehlenbeck and Joseph Giebel.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The agenda was reviewed.

Motion by Bill Muche to approve the agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Second: Joe Marsik Motion carried.

**The hearing procedures were read into the record.**

**PUBLIC HEARING**

**David Cook, Agent for William Cook** – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 1-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the NW ¼ SW ¼, Section 4, Town of Lomira, the site address being N11854 Center Dr.

Motion by Joe Marsik to approve the conditional use permit request subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 1.72-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be constructed on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract" which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:
  - 030-1317-0432-000

6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
7. The decision of the Committee is valid for one year.

Second by Bill Muche                      Vote 4-0                      Motion carried.

**Town Amendment Request**

**Town of Theresa Town Board** – A petition to amend certain provisions of the text of the Town of Theresa Zoning Ordinance has been submitted by the Town of Theresa Town Board to the County Board of Supervisors for approval. The proposed changes include the addition of a definition for “wooded” in Section 12 of the Ordinance and changes to Section 2.3 of the Ordinance to clarify the essential functions and responsibilities of the Land Use Administrator.

Motion by Allen Behl to submit a favorable request to the County Board of Supervisors on the request to amend certain provisions of the text of the Town of Theresa Zoning Ordinance

Second by Bill Muche                      Vote 4-0                      Motion carried.

**PARK SYSTEM**

1. Consider, discuss and take action on proposed park fee changes

Bill Ehlenbeck provided the committee with a handout showing the proposed changes to the County camping fees. Bill also provided a list of park fees being charged by other Counties to show how Dodge County fees compare with the area counties. A \$2.00 increase in the daily campsite fee is being proposed. The camping gift certificate fee would also be adjusted to accommodate the proposed \$2.00 increase in campsite fee.

Motion by: Bill Muche to approve the park fee changes as proposed.

Second by: Allen Behl

Vote:      4-0                      Motion carried.

2. Consider, discuss and take action on reservation procedure changes

Bill Ehlenbeck discussed proposed changes to the current policy for advanced pay reservations. Under current policy, reservations are taken and confirmed prior to receiving full payment of the fees. The Department has noted an increase in the number of confirmed reservations that have become “no-shows” which negatively affect camping revenues. Additionally it inconveniences prospective campers when all campsites are booked and they are turned away. The proposed change to the policy would require full payment of fees prior to reservations being taken and confirmed. Bill noted that this modification is expected to lead to more credit card transactions via phone and less postal mail transactions and should reduce the amount of money paid and present at an individual park.

Motion by: Allen Behl to amend the advanced pay reservation policy as proposed in Resolution 2016-09/19 – 1P

Second by: Joe Marsik      Vote: 4-0      Motion carried.

3. Parks report

Bill provided the Committee with an update on the Fall Fest at Harnischfeger Park which is scheduled for Saturday, September 24, 2016.

Bill provided the Committee with an update on the staffing for the parks and the approved changes to the flex scheduling policy for the park staff.

Bill provided the Committee with an update on the equipment needs for the park and the budgeting projections.

4. Consider, discuss and take action on resolution to apply for Urban Forestry grant

Bill provided the Committee with an update on the Urban Forestry Grant (Tree Grant) for the parks. The grant is a \$10,000.00 matching grant wherein the County provides \$5,000.00 and the DNR provides \$5,000.00. The grant was used to purchase replacement trees for Astico Park. The grant was also used to provide an inventory of the trees remaining in Astico Park along with information on the health and pruning needs of the trees in the park. Bill demonstrated the software program which is being used to document the tree inventory that has been completed and to keep track of the health and pruning needs of the trees.

The Department intends to submit a new grant application for 2017 and Bill reviewed a resolution with the Committee that would authorize the Department to submit the appropriate grant application forms.

Motion by: Bill Muche to approve the resolution to authorize the submission of an Urban Forestry Grant as proposed.

Second by: Allen Behl      Vote: 4-0      Motion carried.

**OTHER BUSINESS**

1. Review and Sign Petition to amend Shoreland Ordinance.

Joseph Giebel provided the committee with copies of the proposed amendments to the Shoreland Protection Ordinance. Mr. Giebel noted that the state budget bill (Act 55) for 2015 – 2017, included a number of significant changes to Wisconsin Statute 59.692, which governs shoreland zoning in the state. 2015 Wisconsin Acts 167, Act 391 and Act 387 were also signed into law in 2016 which included substantial modifications to the shoreland ordinance standards. The new state shoreland regulations went into effect in 2016 and under Wisconsin law, all counties are required to adopt shoreland zoning ordinances that meet the minimum and maximum requirements established in NR 115, Wisconsin Administrative Code. The proposed amendments to the Dodge

County Shoreland Protection Ordinance are intended to bring the Dodge County Ordinance into compliance with the applicable State Statutes and the Wisconsin Administrative Code. Once the petition has been approved by the Committee, a public hearing will be set up by the staff.

Motion by Joe Marsik to approve the petition to amend the Shoreland Ordinance

Second by Bill Muche

Vote: 4-0

Motion carried.

2. Committee Discussion – Review and discuss the current land use code provisions that regulate the use of an unlicensed and/or inoperable vehicle as an accessory structure for storage purposes.

Mr. Giebel informed that Committee that the staff has been investigating several salvage and vehicle storage yard complaints recently and that the staff has received inquiries as to whether a trailer, semi-trailer, truck box, mobile home, bus or an unlicensed vehicle that is being used for storage can be considered as an accessory structure.

Mr. Giebel noted that in the past, the Department has issued land use permits to allow an individual semi-trailer and/or truck box to be used as a storage structure provided the semi-trailer and/or truck box were located in compliance with the applicable codes. He also noted that the Department has also issued land use permits in the past for mobile home structures to be used as a storage shed/structure. In these cases, the owner was required to remove the plumbing and kitchen facilities from the mobile home structure in order to eliminate the possibility of using the structure for residential purposes.

Mr. Giebel informed the Committee that the Department has not issued land use permits for motor vehicles to be used as storage structures. A vehicle salvage and storage yard is defined in the code as: Any land upon which 2 or more inoperable or unlicensed automobiles are stored for more than 30 days. A salvage yard is defined in the Code as: A parcel of land upon which wastes or used or secondhand materials are bought, sold, exchanged, stored, processed, or handled. Materials shall include, but are not limited to scrap iron and other metals, paper, rag, rubber tires, vehicles, equipment, and bottles. Unlicensed and inoperable vehicles are considered by the staff as salvage or junk vehicles which are regulated by the Code.

Mr. Giebel noted that the staff has recently been investigating a salvage and storage yard complaint, wherein the owner has several unlicensed and inoperable busses located on the property and the owner has claimed that the busses are being used as mobile hay storage vehicles for their farming operation and therefore, they are not required to obtain a County Land use permit to have the busses located on their property.

The staff is seeking input from the Committee on whether the intent of the Code is to allow unlicensed and/or inoperable motor vehicles to be used as accessory storage structures or as mobile trailer structures.

It is the committee's position that the intent of the Code is that unlicensed and inoperable motor vehicles are to be considered as motor vehicles and the staff should regulate the storage and salvage of unlicensed and inoperable vehicles in accord with the applicable zoning regulations pertaining to unlicensed and inoperable motor vehicles.

3. The minutes from the September 12, 2016 meeting were reviewed by the Committee.

Motion by Bill Muche to approve the minutes as written.

Second by Joe Marsik

Vote: 4-0

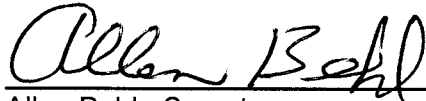
Motion carried.

4. No Committee Member Reports
5. No additional Per Diems

Motion by order of the chair to adjourn the meeting.

Meeting adjourned at 8:30 p.m.

Respectfully Submitted,



Allen Behl, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.